

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: June 20, 2016
CC: All Departments



Town Administrator: This past week's activities include a meeting with the property owner and engineer on Tuesday to review the intersection construction at Shaker Jerry and Wentworth Shore Road, a CIPC meeting, a new Highway truck bid opening, a meeting with District 1 Executive Councilor, Joseph Kenney and a representative of DRED to discuss issues concerning Moultonborough from business development to dredging at States Landing. Thursday evening the Select Board interviewed two associates of Drummond Woodsum Attorneys at Law as potential legal counsel for the Town. Later in the evening the Board voted to engage Drummond Woodsum as the new Town Counsel replacing Peter Minkow who resigned at the end of May. Also, at Thursday's Select Board meeting a public hearing was held to amend the Town's parking ordinance that will prohibit parking on the north side of Old Rt. 109 near the intersection of Rt. 109. The amendment was approved by the Board. This coming week will include preparation for the Select Board's work session on Thursday and the CIPC meeting, and meeting with the DPW Director Search Committee to discuss applicants and possibly schedule interviews. Have a great week everyone!

Finance: Nothing to report this week.

Assessor: The Project Manager from Vision Government Solutions has sent out letters to the property owners whose properties had exterior inspections during the winter and spring. They are requesting owners schedule an appointment for the interior inspection. Appointments are scheduled for the weeks of June 27-July 1 and July 5-8. These dates were chosen because more owners will be in Town on those days. The interior inspection typically takes about 15 minutes. Vision has also been working on the valuation update and we will be going over the preliminary results soon.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: Agent Kinmond worked with the Town Engineer to finalize the Road Program bid package which should be forwarded to the Town Administrator for review and advertising. I also coordinated with Highway Foreman Wakefield regarding the Bay District manhole repairs on Lake Shore Drive in preparation for the rubber chip-seal overlay of Lake Shore Drive and Bentley Road. The work is scheduled for the week of July 4th. The Highway crew assisted the Town Engineer by removing an additional 4 trees on Tara Road for the intersection project. The intersection projects have had continuous setbacks by the utility companies, but the work on Shaker Jerry and Wentworth Shores Roads is well underway and should be completed in the next couple of weeks. We received word from FairPoint that now they have received the official word from NH Electric Cooperative that their work has been completed and they expect to have their contract crews on Old Route 109 & Route 25

intersection, and then Far Echo and Moultonboro Neck Roads. The Highway crew has been painting stop bars and has coordinated with the Town of Meredith on highway markings under a contract extension for the three town contract. Agent Kinmond handled a private/town road maintenance inquiry from a title company, and reviewed applications received for the DPW Directors position and will review the two bids received for the 1-ton truck and provide a recommendation this coming week.

Moultonborough Police Department: The Police Department recorded 467 log entries, which included the following calls for service, 39 motor vehicle stops, 18 assists to Fire/EMS, 0 Directed Patrols, 5 arrests, 4 complaints, 3 MV Accidents, 8 MV Complaints, 8 residential alarms, 1 commercial alarm and 4 K-9 complaints.

Training: June 15th, Sgt. J. Boucher attended Firearms Instructor Recertification training.

Moultonborough Fire Department: Year to date there has been 357 calls for emergency service. For the period of 6/10/16 to 6/16/16 there were 21 calls for service: (9) EMS calls, (2) Motor vehicle accidents with injuries, (1) Arcing electrical equipment, (3) Assist the physically disabled, (1) Unauthorized burning, (2) Dispatched & cancelled en route, (2) Alarm system malfunctions, (2) Unintentional transmission of alarms. Moultonborough received automatic aid from Center Harbor on two incidents during this time period.

Overall Average Response Time (Time of dispatch to apparatus/rescue on scene) 10:09 min/sec

Overall Average Manpower per incident: 4 Firefighters/Incident

Day Time Average Response Time (Time of dispatch to apparatus/rescue on scene) 10:11 min/sec

Overall Average Day Time Manpower per incident: 3 Firefighters/Incident

Night/Weekend Average Response Time (Time of dispatch to apparatus/rescue on scene) 10:09 min/sec

Overall Average Night/Weekend Manpower per incident: 4 Firefighters/Incident

There was one instance of overlapping incidents (two incidents ongoing simultaneously)

Office of Development Services Planning: Nothing to report this week.

Human Services: Nothing to report this week.

Recreation Department: Last Wednesday, MRD staff presented 2 sixth graders with awards at the annual MCS Awards Assembly. Adam Watson was presented with the Garner Brown Outstanding Teammate Award and Sarah DuBois earned the Moultonborough Recreation Sportsmanship Award. Congratulations to both youth athletes. On Saturday, June 18, MRD was well represented by 10 Granite State Track team members who competed in the Regional Meet in Rochester, NH. Two athletes, Sarah DuBois and Allison Kelley, qualified in their respective events to move on to the state meet which will take place on Friday, June 24 in Pelham, NH. Good luck! Summer staff training begins on Tuesday, June 21. Both camp counselors and life guards will participate in various activities and training sessions throughout the week. As part of counselor staff training, a Meet and Greet is scheduled for Wednesday, June 22, at Playground Dr. from 6-7 p.m. Campers will have a chance to meet this year's counselors, pick up their T-shirt, and see their summer friends! All camps start next Monday, June 27, along with session 1 tennis and swimming lessons. Long Island Beach is expected to open this Saturday, June 25, with a full staff of guards. Everyone at MRD is looking forward to another great summer!

The registration deadline for summer day camp is this Wednesday, June 22. Next week, on Wednesday, June 29, MRD will host a Movie in the Park at Playground Drive. Everyone is welcome to enjoy the PG rated family movie: *Alexander, and the Terrible, Horrible, No Good, Very Bad Day*, on the big screen. The fun begins at 8 p.m. with organized games, and the movie will begin when it is dark enough to see the screen. Lemonade and popcorn will be available by donation. The movie is FREE!

Important Dates to Remember

Board of Selectmen's Work Session, June 23, 2016, 4 PM

Board of Selectmen's Annual Retreat, June 30, 2016, Loon Center, noon-2 PM

Independence Day - All Non-Essential Departments Closed, July 4, 2016

Board of Selectmen's Meeting, July 7, 2016, 7 PM

Board of Selectmen's Meeting, July 14, 2016, 7 PM

Board of Selectmen's Meeting, July 21, 2016, 7 PM

Board of Selectmen's Work Session, July 28, 2016, 4 PM

Staff Meeting, Tuesday – July 5, 2016, 9 AM